

Vtct

Assessment Record

UBT108X

Spa Manicure

Learner name:

Learner number:

M/507/5439

UBT108X_v2



Treatment portfolio

Learners must:

Produce a treatment portfolio that includes evidence of practical treatments carried out with proficiency. The treatment portfolio is an evidence requirement which must be completed prior to learners undertaking the practical assessment. VTCT specifies the treatments to be carried out and evidenced in the portfolio.

The treatment portfolio can be used as a confirmatory and formative assessment to prepare learners for the practical assessments. The purpose of this portfolio is to evaluate learner performance and use the information gathered to shape and improve the learner's performance in preparation for summative assessments.

Centres should consider the use of formative self and peer assessment as part of the learning journey. Whilst treatment portfolios are not graded, they may be sampled by the EQA.

Treatment portfolio

The treatment portfolio should contain evidence that learners have:

Carried out a minimum of	Portfolio reference
6 Spa manicure treatments, each incorporating exfoliation, stone therapy application and one specialised treatment - evidence of one French manicure and one dark enamel application to be included	
Used all equipment	Portfolio reference
Nail station or couch	
Trolley	
Stool	
Towels	
Nail scissors/nail clippers	
Buffer	
Hoof stick	
Cuticle scraper or cuticle knife	
Cuticle nippers	
Manicure soak bowl	
Nail brush	
Magnifying lamp	
Hot and cold stones with relevant equipment	
Infra red lamp	
Paraffin wax heater	
Thermal mittens	



Paraffin wax brush	
Hot stones	
Most effective methods of tool sterilisation	
Used all products	Portfolio reference
Disinfecting fluid for tools	
Hand sanitiser	
Nail enamel remover	
Cuticle cream	
Pre-blended aromatherapy hand emollient	
Base coat	
Ridge filler	
Top coat	
Nail enamels – cream, crystalline, light, dark and French polish	
Nail strengthener	
Cuticle remover	
Protective film	
Buffing paste	
Carrier oil	
Paraffin wax	
Hand exfoliator	
Hand masks	
Nail enamel dryer	
Nail whiteners	
Couch roll	
Tissues	
Emery boards	
Cotton wool	
Tipped orangewood sticks	
Cotton buds	
Spatulas	



Given all types of advice	Portfolio reference
After-care	
Possible contra-actions	
Post-treatment restrictions	
Additional retail products and services	

<i>Assessor</i>		<i>Learner</i>	
Signature		Signature	
Date		Date	
<i>IQA (if sampled)</i>		<i>EQA (if sampled)</i>	
Signature		Signature	
Date		Date	



Feedback - Please use this space if required



Summative practical assessment

Learners must:

LO4 - Be able to prepare the client, self and work area for a spa manicure treatment

LO5 - Be able to provide spa manicure treatments

Learners must carry out a complete treatment which will be observed and marked by centre assessors. Learners must achieve all assessment criteria in order to pass and achieve the unit. The practical assessment must take place in a real or realistic working environment on a real client.

At a minimum the summative practical assessment for this unit must cover:

Treatment	<ul style="list-style-type: none">• One spa manicure treatment including hot and cold stones and one specialised treatment (maximum treatment time 1 hour). Enamel application must be a dark coloured enamel
Specialised hand treatment	<ul style="list-style-type: none">• Learners must choose from at least one of the following to compliment the spa manicure:<ul style="list-style-type: none">- Hand exfoliator- Warm oil- Paraffin wax- Hand mask- Thermal mittens
Equipment	<ul style="list-style-type: none">• Nail station or couch• Trolley• Stool• Towels• Nail scissors/nail clippers• Buffer• Hoof stick• Cuticle scraper or cuticle knife• Cuticle nippers• Manicure soak bowl• Nail brush• Magnifying lamp• Hot and cold stones• Infra red lamp• Paraffin wax heater• Thermal mittens• Paraffin wax brush• Autoclave• Glass bead steriliser• UV cabinet



Products

- Use of the most appropriate method of sterilisation from the following:
 - Disinfecting fluid for tools
 - Hand sanitiser
- Nail enamel remover
- Buffing paste
- Cuticle cream
- Pre-blended aromatherapy hand emollient
- Base coat
- Ridge filler
- Top coat
- Nail enamels – cream, crystalline, light, dark and French polish
- Nail strengthener
- Cuticle remover
- Protective film
- Carrier oils
- Paraffin wax
- Hand exfoliator
- Hand masks
- Nail thinner
- Nail enamel dryer
- Nail whiteners
- Couch roll
- Tissues
- Emery boards
- Cotton wool
- Tipped orange wood sticks
- Cotton buds
- Spatulas



Practical assessment

In order to pass this unit, learners must achieve all pass criteria.

Pass Criteria	✓
LO4 Be able to prepare the client, self and work area for a spa manicure treatment	
P22 - Prepare and check the area, equipment and products prior to the spa manicure treatment	<input type="radio"/>
P23 - Agree the service and check for contra-indications	<input type="radio"/>
P24 - Explain the treatment procedure to the client	<input type="radio"/>
P25 - Instruct the client to prepare for the treatment	<input type="radio"/>
LO5 Be able to provide spa manicure treatments	
P26 - Prepare the client's skin for treatment	<input type="radio"/>
P27 - Select the equipment and products to achieve the required results	<input type="radio"/>
P28 - In line with manufacturer's instructions, carry out spa manicure treatment techniques	<input type="radio"/>
P29 - Provide aftercare advice	<input type="radio"/>
P30 - Update and maintain client treatment records	<input type="radio"/>
P31 - Prepare the work area for the next treatment	<input type="radio"/>

Date achieved	
Portfolio reference	

Assessor	Learner
Signature	Signature
Date	Date
IQA (if sampled)	EQA (if sampled)
Signature	Signature
Date	Date



Knowledge criteria

Knowledge assessment criteria

In order to Pass this unit, learners must achieve all Pass criteria.

Pass Criteria	
LO1 Know the spa requirements for spa manicure treatments	Portfolio reference
P1 - Describe how to set up the work area	
P2 - Describe how professional spa therapists present themselves	
P3 - Explain the salon requirements for record keeping	
P4 - Explain the importance, purpose and methods of patch tests	
P5 - Explain how to interpret results of the patch test	
P6 - Explain the insurance requirements for the delivery of spa manicure treatments	
P7 - Describe the legal requirements for providing treatments to minors	
LO2 Understand the effects and indications of a spa manicure treatment	Portfolio reference
P8 - List the benefits and effects of products for skin and nails used in spa manicure treatments	
P9 - Describe the indications for a spa manicure treatment	
P10 - Identify the factors that influence spa manicure treatments	
P11 - Identify the different nail shapes	
P12 - Identify the variety of different equipment available for spa manicure and understand their uses	
P13 - List the restrictions to treatment outcomes with spa manicure	
P14 - Describe the contra-indications to spa manicure treatments	
P15 - Describe the contra-actions to spa manicure treatment	
P16 - List the possible contra-actions that may occur during or after a spa manicure treatment	
P17 - Explain how to respond effectively to contra-actions	



LO3 Understand the effects of different products and techniques used in a spa manicure	Portfolio reference
P18 - Explain why it is important to use the correct techniques during spa manicure treatments	
P19 - Identify the benefits of different product used during a spa manicure treatment	
P20 - Explain the holistic effects of a spa manicure treatment	
P21 - Describe the different massage techniques used in a spa manicure treatment and their benefits and effects	

<i>Assessor</i>	<i>Learner</i>
Signature	Signature
Date	Date
<i>IQA (if sampled)</i>	<i>EQA (if sampled)</i>
Signature	Signature
Date	Date